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Normal Bulletin, February, 1917

State Normal School for Women at Harrisonburg (Harrisonburg, Va.)

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VOL. IX, No. 2

FEBRUARY, 1917

The Normal Bulletin



STATE NORMAL SCHOOL

HARRISONBURG, VIRGINIA

SUMMER SESSION

1917

FIRST TERM—JUNE 11-JULY 20

SECOND TERM—JULY 23-AUGUST 30

Special Notice

To High School Seniors and Graduates

It is strongly advised that you plan to attend a Normal School for a full course of at least one year. Information will be found in the annual catalog of this school which will be sent upon request. If you cannot attend during the regular session you can secure a teacher's certificate as explained on pages 21-22 and 50 of this summer catalog. You can do this work in either the First Term or the Second Term at this school. If your school closes too late for you to enter at the beginning of the First Term, June 11th, we can make arrangements for you to make up the time lost by late entrance; but we should advise that you attend in the Second Term, beginning July 23rd instead, as the same credit can be obtained for work done during the Second Term as during the First Term, and there are some advantages in attending at that time. See pages 48-58.

To Professional Students

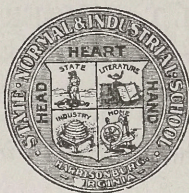
You can take the First Year of either professional course in the Second Term, beginning July 23rd, and get the same credit as in the First Term, and there are some advantages in attending at that time. If your schools close too late for you to be here June 11th, we will make arrangements for you to make up the time lost by late entrance, but we should advise that you come in the Second Term instead, if you find it convenient to do so. See pages 48-58.

To All Students

We advise you to look into the advantages offered in our Second Summer Term beginning July 23rd and closing August 30th. See pages 48-58.

STATE NORMAL SCHOOL

HARRISONBURG, VIRGINIA



SUMMER SESSION

1917

FIRST TERM, JUNE 11-JULY 20.

SECOND TERM, JULY 23-AUGUST 30

Students may enter at the beginning of *either term* of the Summer Quarter. Attendance during *three* full quarters, *whether consecutive or not*, will be considered as one school year, and so credited for any of the diplomas and certificates offered by this school.

THE NORMAL BULLETIN

Published by the State Normal School for Women, at Harrisonburg, Virginia. Issued six times a year. Entered as second-class matter March 2, 1909, at the postoffice at Harrisonburg, Virginia, under the Act of July 16, 1894.

OFFICERS OF ADMINISTRATION FOR SUMMER QUARTER

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President

WILLIAM T. SANGER, Ph. D.

Registrar and Director of the Summer Session

WILLIAM H. KEISTER

Local Manager of the First Term

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ANNIE S. DWYER

Postmistress and Clerk

MARY NASH

MARGUERITE B. HUGHES

VERLIE P. STORY

Assistants in the Library

FACULTY FOR THE SUMMER QUARTER*

MARGARET G. KING.....*Geography*

Student, Leache-Wood Seminary, Norfolk, Virginia; student, St. Gabrielle, Peekskill, N. Y.; student, Norfolk Kindergarten Training School; instructor in kindergarten, Norfolk; post-graduate student, Kindergarten Training School, New York City; instructor, Ghent Kindergarten, Norfolk; special student in school gardening, New York University; instructor, Jamestown Exposition School Farm; instructor in nature study, University of Virginia Summer Session; director of Normal Training School, Big Stone Gap, Va.; student, Columbia University; State Normal School, Harrisonburg, 1909—.

JAMES C. JOHNSTON.....*English*

Student, Columbian University; student, Georgetown College; student, Johns Hopkins University; instructor, Mercersburg Academy; instructor in English, German, and science, Harrisonburg High School; instructor in Winchester Summer School; author and editor; State Normal School, Harrisonburg, 1909—.

MARY I. BELL.....*Physiology and Hygiene*

Graduate, Pierce School, Philadelphia; graduate, Phonographic Institute, Cincinnati; student, Cornell University and Columbia University, summer sessions; teacher in private school; State Normal School, Harrisonburg, 1909—.

WILLIAM D. SMITH.....*Rural Arts*

B. A., M. A., Amherst College; principal, Port Jervis, New York; superintendent and principal, Warwick, New York; headmaster, Bon Air School for Boys; principal, Scottsville High School; student in biology and education, University of Virginia summer session; instructor in agriculture and geography, Winchester Normal Institute; Harrisonburg, summer session, 1910—.

*The instructors are arranged in the order of the dates of their first appointment to the Summer Session.

W. D. G. WINE.....*English*

Graduate, Augusta Military Academy; student, University of Virginia; principal of school at Front Royal, Va.; instructor, Woolwine School, Tennessee; principal of school, Monticello, Fla.; supervising principal, De Funiak Springs, Fla.; student, University of Chicago; principal, Woodstock High School; instructor, Winchester Summer Normal Institute; Harrisonburg, summer session, 1911—.

NEWTON D. COOL.....*Education*

B. E., Bridgewater College; student, Valley Normal, West Central Academy, Shenandoah Collegiate Institute; teacher and principal, public schools; principal, Winchester public schools; local manager and instructor, Winchester Summer Normal Institute, six years; president, conference for principals of State Teachers Association; Harrisonburg, summer session, 1912—.

HENRY A. CONVERSE.....*Mathematics*

B. A., Hampden-Sidney College; Ph. D., Johns Hopkins University; instructor in Mathematics, Shenandoah Valley Academy, Winchester, Virginia; instructor in mathematics, Johns Hopkins University; professor of mathematics, Davis-Elkins College; instructor in the University of Virginia Summer School; head of department of mathematics, Baltimore Polytechnic Institute; Harrisonburg, summer session, 1912—.

KATE KELLY.....*Supervisor of Training*

Graduate, Meridian, Miss., Woman's College; student, summer schools, Mississippi, Knoxville, University of Chicago; student, Teachers College, Columbia University; teacher, public schools, Miss.; instructor in primary methods, summer normals, Miss.; critic teacher, Harrisonburg, 1911-1914; critic teacher, State Normal School, Mt. Pleasant, Mich.; supervisor, Anne Arundel County, Md.; Harrisonburg, summer session, 1912-14.

RAYMOND C. DINGLEDINE.....*Mathematics*

Graduate, Harrisonburg High School; B. S., M. S., University of Virginia; instructor, Jefferson School for Boys, Charlottesville; instructor in Physics, University of Virginia; student and instructor, Johns Hopkins University; Harrisonburg, summer session, 1912-15—; State Normal School, 1916—.

WILLIAM T. SANGER.....*Education*

A. B., Bridgewater College; A. M., Indiana University; graduate student, Columbia University, summer; instructor in philosophy and history, professor of philosophy and sociology, professor of philosophy and pedagogy, Bridgewater College; fellow in psychology, Clark University; Ph. D., Clark University; Harrisonburg, summer session, 1913-16; State Normal School, 1916—.

FRANK A. MAGRUDER.....*Civil Government*

B. A., Washington and Lee University; principal, Greenbrier School, S. C.; teacher of history, Millersburg Military Institute, Ky.; fellow, Johns Hopkins University; Ph. D., Johns Hopkins University; instructor in history and politics, Princeton University, 1911—; author of *Recent Administration in Virginia*; Harrisonburg, summer session, 1913—.

MARY LOUISE SEEGER.....*Education*

Diploma, Kindergarten Training School, Indianapolis, Indiana; B. S., Columbia University; Diploma in Kindergarten Supervision, Teachers College, New York City; director of kindergartens, Michigan City, Indiana; director of kindergartens, public schools, Harrisonburg; State Normal School, 1913—.

EDNA T. SHAEFFER.....*School Music*

Pupil of Dennee, New England Conservatory of Music, Boston; student in school music and pipe organ, Teachers College, New York City; instructor in piano, pipe organ, and theory, Athens College, Athens, Alabama; teacher of private classes; instructor, Harrisonburg, summers of 1913 and 1914; State Normal School, Harrisonburg, 1915—.

ETHEL SPILMAN.....*Observation Classes*

A. B., Presbyterian College for Women, N. C.; student, summer schools, North Carolina and Tennessee; teacher, Lynwood College, N. C.; public schools, Charlotte, N. C.; critic teacher, Harrisonburg, 1911—; summer session, 1914-15.

FRANCES I. MACKEY.....*Manual Arts*

Graduate in manual arts, State Normal School, Harrisonburg; teacher, public schools; student, University of Virginia and Columbia University, summer sessions; State Normal School, Harrisonburg, 1914—.

CLYDE M. OVERBEY.....*Writing*

Teacher, public schools, Marshall Co., Kentucky; student, West Kentucky State Normal School; Bachelor of Commercial Science, Bowling Green Business University; principal, commercial department and supervisor of writing, Harrisonburg high and graded schools; Harrisonburg, summer session, 1915—.

SOPHRONIA B. DYER.....*Observation Classes*

Graduate, State Normal School, Florence, Ala.; student, Summer School of the South, Columbia University, and University of Chicago, summer sessions; teacher, public schools, Alabama; critic teacher, Harrisonburg, 1914-16; supervisor of training school, London, Ky., 1916—; Harrisonburg, summer session, 1915.

JULIA U. CHARLTON.....*Primary Methods*

Elliman Kindergarten Training Class, New York City; Grand Rapids Kindergarten Training School Normal Diploma; student, Summer School of the South; student, University of Chicago, summer session; student, Teachers College, summer sessions; director, Normal Training Department, Luray, Virginia; critic teacher, Harrisonburg, 1915—; summer session, 1916—.

JULIA S. WOOLDRIDGE.....*Drawing*

Special art student under Mr. Edward V. Valentine; student, Richmond Art Club, Art Students' League, New York City, and Teachers College, summer sessions; instructor in drawing, Richmond public schools; supervisor of drawing, elementary and junior high schools, Richmond; Harrisonburg, summer session, 1916—.

PEARL POWERS MOODY.....*Household Arts*

Graduate, State Normal School, Florence, Alabama; student, University of Alabama; B. S., Peabody College for Teachers; teacher, public schools; State Normal School, Harrisonburg, 1916—.

JAMES THOMAS WALKER.....*History*

B. A., Randolph-Macon College; M. A., University of Virginia; principal, West Point Academy, Va.; instructor in Latin and Teutonic languages, University of Virginia; professor of history and English literature, Rawlings Institute; superintendent, city schools, Ga.; conductor, summer normals, Ga.; assistant in English literature, University of Virginia; principal, high school, High Point, N. C.; instructor summer normal, Fredericksburg, two summers; instructor in history, Richmond City summer normal, four summers; principal, Buchanan School, Richmond.

AUBREY A. DOUGLASS.....*Education*

A. B., Kansas State Normal School, Emporia; A. M., Clark University; Ph. D., Clark University; teacher, rural school, Kan.; assistant in science and director of physical education, Clay County high school, Kan.; teaching-fellow, Kansas State Normal School, and instructor in summer term; principal, Wamego high school, Kan.; instructor, Worcester, Mass., Y. M. C. A. night school; counsellor and headmaster, Camp Wigwam, Maine, two summers.

RUTH A. ROUND.....*Physical Education*

Graduate, State Normal School, Harrisonburg; kindergarten instructor, Manassas, Va.; student, Teachers College, Columbia University; assistant in corrective gymnastics, New York City Orthopædic Hospital; playground instructor, Orthopædic Convalescent Hospital, White Plains, N. Y.; instructor in physical education, Binford junior high school, Richmond, Va.

LILLIE BELLE BISHOP.....*Observation Classes*

Graduate, State Normal School, Cape Girardeau, Mo., teacher in public schools; critic teacher, Harrisonburg, 1916—.

BERTHA SCRIMGER.....*Observation Classes*

Graduate, State Normal School, Fredericksburg, Va., student, Columbia University sessions; teacher in public schools; critic teacher, Harrisonburg, 1916—.

NOTE:—The above list contains only the names of instructors who will do regular class work in the summer school throughout a term of at least six weeks. In addition to these regular instructors, a considerable number of prominent specialists in various lines will conduct classes and give lectures, each remaining at the school for several days, usually a week, and sometimes longer.

GENERAL STATEMENT

The Summer Session of this school is conducted under the auspices of the State Department of Public Instruction. In the First Term the registration and tuition fees paid by students are remitted to the State Superintendent and all expenses of instruction and maintenance other than of the boarding department are paid by him. In the Second Term the expenses are met by the State Normal School. The school is maintained primarily for the training of teachers for the public schools of the State, and its courses are outlined with special reference to the requirements of the State Board of Education for the various teachers' certificates, which are granted upon completion of the courses in a satisfactory manner.

SUMMER QUARTER

The school year is divided into four quarters of about twelve weeks each, any three of these, whether consecutive or not, counting as one full year. The Summer Quarter is just as much a part of the regular work as the other quarters. It is divided into two six weeks' terms. Students may enter for either one or for both terms, the work of each term being arranged as a complete unit in itself. On account of the length of term, the location of the school, and the facilities offered by it, the advantages here are equal to those at any school of the State, and superior in some respects.

The work of the Summer Session is arranged with the needs of four groups of teachers and students in view, namely:

1. Teachers desiring to secure the Summer School Professional Certificate for either Primary Grades or Grammar Grades.
2. Graduates of four-year high schools on the accredited list desiring to secure the First Grade High School Certificate.
3. Applicants for State Certificates to be obtained by State Examinations—First Grade, Second Grade, and Provisional Certificates—and for extension of certificates.

4. Young women desiring to obtain credit toward one of the diplomas or certificates of the State Normal School.

5. Teachers and others who desire classes in certain subjects for general improvement, for preparation for entrance at college or normal school, for making up deficiencies, etc.

Full credits will be allowed for work completed in the Summer Quarter. Special attention is called to the fact that those who desire to do so may remain at the school for a *second term* during the summer and thus complete a *full quarter's* work for credit toward the diplomas and certificates of the school. Each term counts as one-half of a quarter.

During the Summer Quarter men are admitted on the same basis as women.

Attendance during the Summer Quarter has been large; and the work has been unusually thorough and hardly surpassed in any summer school. The excellent results obtained in the examinations testify as to the quality of the work done and the faithfulness of the students.

LOCATION

The town of Harrisonburg is situated in the heart of the beautiful Shenandoah Valley about 1500 feet above the sea level. It is on the Manassas division of the Southern Railway, is the terminus of the Valley Railroad of Virginia (operated by the Baltimore and Ohio) and by means of the Chesapeake Western is in close reach of the Norfolk and Western system *via* Elkton, which is 18 miles distant. At Staunton—26 miles away—connection is made with the main line of the Chesapeake and Ohio Railway, and at Lexington and Buena Vista with the James River Division of the same road. A map showing location is printed on the back cover of this announcement.

The climate is, with rare exceptions, not subject to extremes of heat and cold, and in point of healthfulness is unsurpassed in Virginia. The town has, for many years, been a refuge in summer for residents of the tidewater sections and the eastern cities by reason of its complete immunity from malaria;

and with its bracing mountain air and pure freestone water it has for a series of years been exempt from fevers and endemic diseases. Several well-known summer resorts and medicinal springs are not far from the town. The public water supply is brought by pipe-line from mountain streams thirteen miles distant. No purer water can be found anywhere.

These advantages for summer school work are of the greatest importance, as good results cannot be obtained where the climate is oppressively hot and moist, or where there is liability of fever on account of poor water-supply and sanitation. It is justly claimed that the climatic conditions here are such as to make the conditions for summer work far more desirable than at most summer schools.

The school grounds comprise forty-nine acres of land, with a splendid frontage on South Main Street. The site commands a magnificent view of the surrounding valley in every direction, from the Blue Ridge to the Shenandoah Mountains, and adjoins one of the best residential sections of the town. The combination of town and country features makes the situation ideal for an educational institution.

Harrisonburg claims every advantage of location, accessibility, water and sewerage, electric light, mail and telephone facilities, and proximity to white population. It enjoys a combination of healthful environment, sanitary comforts, and a wholesome social and religious atmosphere. There is no better location in the State for a summer school.

BUILDINGS AND EQUIPMENT

Ten buildings are now in use on the school grounds, namely, an academic building (Science Hall), three dormitories, three cottages, a barn, a laundry, and a building containing offices, library, and auditorium. The five large buildings are modern in every respect. They have stone walls, tile roofs, hardwood floors, and are heated, ventilated, and lighted in the most approved manner. The most modern sanitary appliances are used. The buildings are comfortably and substantially furnished. Laboratory equipment is provided for

work in Sewing, Cooking, Manual Training, Nature Study, Physics and Chemistry.

The school has its own postoffice and students should have their mail addressed, "Normal Station, Harrisonburg, Va."

LIBRARY

The Library contains an excellent assortment of about 5,000 valuable reference books in all the departments of the school, as well as a good variety of works of fiction. All the more important general and educational periodicals are kept on file. It is open all day and in the evening, on every day except Sunday.

FACULTY

The instructors during the summer session are regular members of the faculty of the State Normal School, or are well-known educators of wide experience, who have taught here or in other summer schools and know what those in attendance need. Attention is asked to the large number of instructors. This enables the school to secure specialists, and to provide a variety of courses. It also makes possible a division of large classes into sections thus providing a more extensive daily schedule than most summer schools can offer, and enabling those in attendance to register for almost any combination of classes. The classes being smaller than at most summer schools, better attention can be given to the students.

OBSERVATION CLASSES

Realizing the importance of observation in the training of teachers, this school will make every effort to provide proper facilities for this part of the work of the summer session. During the First Term regular teachers of the Training School will have charge of groups of children in the various primary and grammar grades. The classes will be in session during the morning of each school day throughout the entire six weeks. Students taking the Second Year of the course for the Summer School Professional Certificate, for either Primary Grades or

Grammar Grades, are required to observe the work of these classes a period each day. Observations will be followed by two meetings per week with the instructors for discussion of the work observed. Students who are not taking the Summer School Professional Certificate course may be permitted to observe the work of these classes so far as the class-rooms will accommodate them. All students who are required to take observation work must arrange their programs with the Supervisor of Training, and others who desire to attend these classes should also consult her and obtain permission before going to the school rooms.

PHYSICAL CULTURE AND RECREATION

A large gymnasium has been equipped with the usual apparatus for individual use and also a full complement of dumb-bells, Indian-clubs, wands, etc., for drills. Adjoining the gymnasium are locker rooms with a large number of steel lockers for the use of students. Shower baths are provided on the same floor with the lockers. Three tennis courts, a basket-ball court, and a hockey field, are at the disposal of those who seek outdoor games. The surrounding country affords ample opportunity for pleasant and interesting walks and mountain climbs.

Systematic instruction will be offered in physical culture, both in the gymnasium work and in outdoor games, and no charge will be made for this or for the use of apparatus. No special gymnasium suit will be required; but it is requested that tennis shoes, or other soft-soled shoes, be used on the floor of the gymnasium and on the tennis courts.

RURAL EDUCATION

Opportunities are offered at this summer school for those who are interested in rural school problems and the various phases of rural life, by special courses, demonstrations, lectures, and conferences. The general improvement of rural school conditions will be considered from many standpoints and in a very practical manner.

Besides the regular faculty of the school it is planned to have in attendance during a portion of the time the Special Agent in charge and others connected with the Home Demonstration Work in Virginia, representatives of the State Department of Health, the State Department of Public Instruction, the Co-operative Education Association, and United States Government Departments—all experts along some particular line of rural life and rural education.

The introduction of industrial subjects in the schools, and the formation and management of school improvement leagues, of tomato clubs, of canning clubs, of poultry clubs, of corn clubs, and similar organizations, will receive much attention.

The school possesses fine facilities for studying in a practical manner gardening, canning and preserving, poultry-raising, bee-culture, cooking, sewing, nature study, and elementary agriculture. In the library is to be found a fine collection of many recent books on the different phases of rural life and on the varied problems of the rural teacher.

The needs of teachers of the one-room and two-room rural schools will be kept constantly in mind and a special effort will be made to help them. Much information of value and training along certain technical lines may be obtained by summer students for application in their school work the following session.

In this connection special attention is called to: the courses in Manual Arts; the courses in Sewing, Cooking, and Home Economics; the courses in Nature Study, Elementary Agriculture, School Gardening, and Poultry-raising. With this variety of regular courses and the special lectures, demonstrations, and conferences, teachers and others interested in rural life and rural education can readily arrange a most helpful and interesting program for the summer session.

A meeting of the leaders in charge of the Home Demonstration Work in Virginia and the girls of the canning clubs will be held during the first week of the Second Term. This will be of considerable interest to all teachers and young women in the country.

CHAPEL AND SUNDAY SERVICES

Each morning an assembly is held and brief chapel exercises conducted, the greatest care being taken to make them thoroughly non-sectarian. The ministers of the town are asked, from time to time, to take part in these services. There are eleven white churches in town, representing the following denominations: Baptist, Church of the Brethren, Church of Christ, Episcopal, Hebrew, Lutheran, Methodist, Presbyterian, Reformed Church, Roman Catholic, United Brethren in Christ. These churches and their Sabbath Schools cordially welcome the students. The student Young Women's Christian Association is in a flourishing condition and keeps up its work during the summer, meetings being held one evening each week. The members of this organization assist in welcoming new students, and will be glad to help in any way possible.

EXCURSIONS

Saturdays will, for the most part, be used for excursions. A member of the faculty will direct each party. Trips to the following places and other points of interest are usually made, and are readily arranged at very little cost:

The Cyclopean Towers, or Natural Chimneys, Mt. Solon; Weyers Cave and the battlefield of Port Republic; the battlefield and caverns of New Market; the Luray Caverns; Massanetta Cave; the Natural Bridge and Lexington; Ashby's Monument; the Lincoln and Boone homes, Edom; the Rawley Springs; the Massanetta Springs; Washington City. The Committee on Excursions will publish a list soon after the term begins.

LECTURES AND ENTERTAINMENTS

A number of interesting and profitable lectures and entertainments will be given during the summer, at very slight cost, if any, to the students. An electric lantern is freely used for illustrating lectures and class work, and a motion-picture machine serves for both entertainment and instruction. Special programs will be given at the daily general assembly, and

one or two evenings in each week, usually Friday and Saturday, will be occupied by exercises of general interest.

A "story-telling hour" and a "play hour" will be arranged, to be held at twilight on the lawn, and will be both profitable and enjoyable.

POSITIONS FOR TEACHERS

A permanent record is kept of every student. The school aims to be of service in bringing students, who are being trained for positions as teachers, to the attention of educational authorities. While it is not possible to promise that positions will be secured for all who apply, especially in the case of students in attendance during the summer term only, yet it may be said that each year a number of applications for teachers can not be supplied for lack of available persons. Students who have not secured positions at the time of the summer school are invited to register with the appointment committee.

CREDITS FOR SUMMER WORK

The instructors will keep the class grades and attendance of students. Absences or late entrance will be counted against the students in making up grades for class work. Students not desiring credit will be allowed great latitude in the choice of classes; those desiring credit should note the following requirements and suggestions.

Students may take work for any of the following; and must state at the time of registration which one of the five credits is desired:

1. Professional Certificates
2. First Grade High School Certificates
3. Preparation for State Examinations
4. Extension of Certificates
5. Credit at this State Normal School

I. PROFESSIONAL CERTIFICATES

The "Summer School Professional Certificate—Primary Grades" and the "Summer School Professional Certificate—Grammar Grades" may be obtained for work done entirely in the summer classes. The First Year's work for either of these certificates may be taken in either the First or Second Term at this school. The Second Year's work can be taken in the First Term, but will not be given this summer in the Second Term.

This certificate is considered to be of high rank, being much higher than a First Grade Certificate. This school offers fine facilities for obtaining this certificate for either primary or grammar grade work. Those who complete the school requirements satisfactorily will be certified to the State Department of Public Instruction for the certificate and will not be required to take any examination except those given in the regular class work at the school.

The following regulations of the State Board of Education give the requirements for the certificates:

(Sect. 26) "SUMMER SCHOOL PROFESSIONAL CERTIFICATE—The holder of a first grade certificate issued in accordance with the provisions of section 31 (of the circular of the Department of Public Instruction on certification of teachers—see below) or by the State Board of Examiners, or the holder of a Virginia First Grade High School certificate who has had at least five months of actual teaching experience before entering upon the work prescribed for a Summer School Professional Certificate, shall be granted a Summer School Professional Certificate under the terms and conditions hereinafter stated. This certificate shall continue in force for seven years and may be renewed for a similar period from time to time as provided in section 38 of this circular (see below).

"If necessary, the certificate which entitles a teacher to enter upon the course of study provided for a Summer School Professional Certificate may be revived or extended for one year from time to time, provided the holder completes successfully that portion of the professional work prescribed for the year during which the extension is applied for, provided that no certificate which has expired shall be revived for more than one year upon the basis of completing any one year of professional work.


"The certificate which entitles the holder to enter upon the course of study herein outlined must be filed with and approved by the conductor of the summer school before the applicant may be registered and admitted to classes.

"Courses leading to the Summer School Professional Certificate shall be offered only in a school conducted at a registered college or normal school, and an applicant for the same must make at least 75 per cent. on class standing and examination on the subjects required for the certificate. The work must be completed within a period of five years from the date of beginning and shall cover at least three terms of six weeks each, occupying a minimum of 500 recitation periods of at least forty minutes each."

These courses are outlined below. The three six weeks' summer terms must be in *separate* years, and First Grade or High School Certificates will be extended while the holders are taking this course.

If you have a First Grade Certificate that expires in 1917, read five books of the reading course and write their names on the back of the certificate, also have your division superintendent write on back of it that you have taught successfully for

three years; then we can get a renewal for you, and *also* credit work done for summer school professional certificate.

 **IMPORTANT CAUTION**—All who desire to enter the professional course *must* present at the time of registration *either* one of the following:—(1) A *full* First Grade Certificate (provisional certificates or those of any lower grade cannot be accepted) issued for satisfactory grades made on State Examination; *or* (2) A High School Certificate issued by the State Department of Public Instruction (High School diplomas cannot be accepted) *and* also a letter from the principal or division superintendent, under whose direction the applicant has taught, stating that the applicant has had at least five months of satisfactory teaching experience. *These credentials must be brought by the student to avoid delay in registering. The school cannot be responsible for credits for work on this course unless the credentials are found correct when the student registers. A high school graduate who has not obtained a State High School Certificate should write for it to the State Superintendent of Public Instruction, Richmond, Virginia, and secure it before coming to the school* Second Grade High School Certificates cannot be accepted for entrance to the professional course. Training Class Certificates given for less than four years of combined high school and normal training work cannot be accepted for entrance to the professional course. Those who have started work on this course at some other summer school will please bring with them their reports for the work already completed. If the course was started at this school in a previous summer, it is not necessary to bring credentials as our office records are all that is necessary.

OLD TWO-YEAR COURSE—Students who have completed a part of the course for either of these certificates may complete the course this summer by taking the remaining subjects of the old course. For them the regular Second Year of the old course for both certificates will be offered this summer as follows:

For Primary Grades—Second Year Course

6. Principles of Teaching—Education 141, or 157, or 170.
7. Primary Methods in Reading—Education 156 or 146.
8. Nature Study and Home Geography—Rural Arts 151 or 153.
9. Music and Games—Music 155 (b), and Phys. Educ. 161 (b) or 163.
10. Observation—Education 150.

For Grammar Grades—Second Year Course

6. Methods of Teaching Arithmetic (Second Part)—Mathematics 158.
7. Methods of Teaching Civics and History—History 158 (b), or 163, or 164.
8. Methods of Teaching Geography—Geography 158.
9. Reading and Literature—English 142, or 143.
10. Observation—Education 150.

A student who has completed some of the subjects in the above outline for the Second Year of the old course, will have substitutes arranged so that the course can be completed.

NEW THREE-YEAR COURSE—All who enter the Summer School Professional Certificate Course for the first time this year will be required to take the First Year's work as outlined below. The work of the Second Year and of the Third Year may be completed in succeeding summer terms, but three separate summers must be used. This summer the work of the *First Year only* will be offered, as there will be no students ready for the Second and Third Years of the *new* course. The First Year's work will be offered this summer in both the First and Second Terms at this institution, the same credit being allowed in the two terms.

FOR PRIMARY GRADES

First Year Course

1. Principles of Elementary Education—Education 143 (a).
2. Methods in Reading (First Part) Education 146.
3. Methods in Language (First Part)—Education 145.
4. Methods in Arithmetic—Education 154.
5. Writing—Manual Arts 121 (a), or 121 (c).
6. Songs and Games—Music 155 (a) and Physical Education 161 (a) or 163.

Second Year Course

7. Child Study—Education 166.
8. Hygiene and Sanitation—Education 152.
9. Methods in Reading (Second Part)—Education 156.
10. Methods in Language and Spelling (Second Part)—Education 158.
11. Public School Music—Music 137.

Third Year Course

12. Methods and Management—Education 153.
13. Nature Study and Home Geography—Rural Arts 151.
14. Child Literature and History Stories—Education 159.
15. Drawing for Primary Grades—Manual Arts 135.
16. Primary Industrial Work—Manual Arts 141.
17. Observation (20 hours)—Education 150.

FOR GRAMMAR GRADES

First Year Course

1. Principles of Elementary Education—Education 143 (a), or 143 (b).
2. Methods in History and Civics—History 158 (a), or 158 (b).
3. Methods in Language and Spelling—English 157 (a), or 157 (b).
4. Arithmetic (First Part)—Mathematics 157 (a), or 157 (b).
5. Writing—Manual Arts 121 (b), or 121 (c).
6. Songs and Games—Music 157 and Physical Education 162 or 163.

Second Year Course

7. Principles of Teaching and Studying—Education 141.
8. Agriculture—Rural Arts 154.
9. Methods in Language and Grammar—English 158.
10. Methods in Arithmetic (Second Part)—Mathematics 158.
11. Public School Music—Music 138.

Third Year Course

12. Methods and Management—Education 153.
13. Methods in Geography—Geography 158.
14. Methods in Literature and Reading—English 142.
- 15-16. Sixty hours selected from the following:
 - (a) Drawing
 - (b) Industrial Work
 - (c) Domestic Economy
 - (d) Music, etc.
17. Observation (20 hours)—Education 150.

If a student after completing all or any part of the Summer School Professional Certificate Courses (either old or new) desires to continue her work in the Normal School, such work as she has completed will be credited on the courses for a State Normal Certificate, a Junior State Normal Certificate, a

Professional First Grade Certificate, or a Diploma. The work of each six weeks' term counts as one-half of a quarter, or one-sixth of a full school year. By remaining at the school during both the First and Second Terms, in any summer a full quarter's credit, one-third of an entire school year, may be obtained.

II. FIRST GRADE HIGH SCHOOL CERTIFICATE

The graduate of a four-year high school can secure a certificate on which to teach only after taking work at a normal school, according to regulations recently put in force by the State Board of Education. High School graduates looking forward to teaching should if possible attend a normal school for a full course of two years, or certainly for one year at least. If, however, necessity requires them to teach at once without this better preparation, they may secure a short-term teaching certificate under the following regulations:

"29. (a) The graduate of a Virginia high school having the four-year course of study (16 units) prescribed and approved by the State Board of Education for an accredited first grade high school, shall be granted a First Grade High School Certificate. This certificate shall continue in force for two years and *shall not be renewable*, but may be extended from year to year, provided the holder pursues successfully one of the courses outlined under sections 26, 28, and 37 of this circular, and completes that portion of the professional work prescribed for the year during which the extension is applied for.

"(b) A graduate of a Virginia private preparatory school which has a course fully the equivalent of the course required for an accredited first grade high school and which has been duly inspected and accredited by the State Board of Education, may be granted a First Grade High School Certificate, which may be extended as provided in paragraph *a* of this section.

"(c) A student who completes at least one year of standard college work (fifteen hours) in a registered college or junior college in Virginia shall be granted a First Grade High School Certificate, which may be extended as provided in paragraph *a* of this section.

NOTE.—TO OBTAIN A FIRST GRADE HIGH SCHOOL CERTIFICATE AFTER JANUARY 1, 1917, THE APPLICANT WILL BE REQUIRED, IN ADDITION TO THE COMPLETION OF THE STANDARD FOUR-YEAR HIGH SCHOOL COURSE OR ITS EQUIVALENT, TO TAKE A SIX-WEEKS' COURSE IN PROFESSIONAL SUBJECTS AT A REGISTERED STATE NORMAL SCHOOL.

"(1) Students having completed any of the courses of study prescribed in section 29 (quoted above), shall be permitted to take the regular professional course provided for the *first year* for Summer School Professional Certificates, either primary or grammar grades (see pages 19-20 above).

"(2) Upon the completion of the first year's course these students shall be granted a First Grade High School Certificate in accordance with the provisions of section 29 (quoted above).

"(3) Credit for this work may be used toward the completion of a Summer School Professional Certificate."

The course may be taken at this school in either the First Term or the Second Term this summer, the same credit being allowed in the two terms.

If a student after completing this course decides to enter the Normal School for a course leading to the State Normal Certificate, the Junior State Normal Certificate, or a Diploma, this completed work will be credited as six weeks of the required time. By remaining for both the First and Second Summer Terms a full quarter's credit, one-third of an entire school year, may be obtained on either a one-year certificate course or a two-year diploma course.

III. PREPARATION FOR STATE EXAMINATIONS

Students who are not high school graduates, and who cannot attend during the regular session of the Normal School in order to obtain a certificate in this better way, will find that the work of the summer session is planned to help them prepare for the State Examinations. The examinations are given at the school at the close of the First Term of the Summer Quarter, the dates being July 18, 19, and 20, 1917.

First and Second Grade Certificates.—Examinations for these certificates will be given as usual. Persons not holding certificates may secure them by passing satisfactorily the State Examinations given here. Teachers holding Provisional Certificates may complete the requirements for full certificates, and those holding lower grade certificates may advance to higher grades. The Board of Education has had prepared a *Topical Outline* on all subjects required for these certificates, the same to be used as a basis for the examinations; and this outline will be covered completely in the work of the summer

term at this school. As thorough instruction is given here in all the subjects required for these certificates, applicants may secure excellent preparation by attendance and faithful work. The success of those who prepared here for examinations in previous summers, as shown by the reports received, demonstrates the value of *six* weeks' preparation under the direction of skilled instructors. As the number of instructors is large, the classes are comparatively small, which gives an additional advantage.

The Third Grade Certificate is no longer issued by the State Board of Education.

The following extracts from Form E—No. 19 of the Department of Public Instruction give the requirements for these certificates:

(Sect. 31) "FIRST GRADE CERTIFICATE.—To obtain a First Grade Certificate the applicant must be at least nineteen years old, must have had nine months' successful experience in teaching, must make an average of 85 per cent. on the following subjects: Spelling, writing, reading, arithmetic, grammar (including composition), geography, history of the United States, history of Virginia, civil government, including the government of Virginia), drawing, theory and practice of teaching, physiology and hygiene, physical geography, elementary agriculture, and English History, and must not fall below 70 per cent. on any subject.

"A First Grade Certificate based on the foregoing requirements shall continue in force for five years and may be renewed for a similar period from time to time upon satisfactory evidence that the holder has taught successfully for at least three of the five years, and fulfills the other requirements of section 38 (see below).

"An applicant who makes the first grade average on the required subjects, but who has not had the requisite experience will be issued a Second Grade Certificate, which may be changed to a First Grade Certificate after nine months of successful teaching.

"A First Grade Certificate issued by a division superintendent, which has finally expired, may be exchanged for a new First Grade Certificate provided the holder passes the examination *on the added subjects for a new First Grade Certificate, which are English history, physical geography, and elementary agriculture.*"

34. "SECOND GRADE CERTIFICATE.—To obtain a Second Grade Certificate the applicant must not be less than eighteen years old, and must make an average of 75 per cent. on the following subjects: Spelling, reading, writing, arithmetic (including business forms), grammar (including composition),

geography, history of the United States, history of Virginia, civil government (including the government of Virginia), drawing, theory and practice of teaching, physiology and hygiene, and must not fall below 60 per cent. on any subject.

"This certificate shall continue in force for a period of two years and may be renewed for a similar period as provided in section 38 (see below.)"

Students preparing for the examinations for one of these certificates may register for any of the following classes:

Subjects of Examinations	CLASSES RECOMMENDED FOR THE	
	2nd Grade Certificate	1st Grade Certificate
Spelling-----	English 101-----	English 101
Writing-----	M. Ar. 111-----	M. Ar. 111
Reading-----	Educ. 111 (b)-----	Educ. 111 (a) or (b)
Arithmetic-----	Math. 111 (d)-----	Math 111 (a), (b) or (c)
Grammar-----	Eng. 111 (d)-----	Eng. 111 (a), (b), or (c)
Geography-----	Geog. 111 (b)-----	Geog. 111 (a) or (b)
U. S. History-----	Hist. 114 (b)-----	Hist. 114 (a) or (b)
Virginia History and Civil Government-----	Hist. 111 (b)-----	Hist. 111 (a) or (b)
Physiology-----	Nat. Sc. 141 (b)-----	Nat. Sc. 141 (a) or (b)
Drawing-----	M. Ar. 134 (e)-----	M. Arts 134 (a), (b), (c) or (d)
Theory and Practice-----	Educ. 121 (c)-----	Educ. 121 (a) or (b)
Physical Geography-----	-----	Geog. 112
Agriculture-----	-----	Rural Arts 133
English History-----	-----	Hist. 133 (a) or (b)

Students will not be limited to these classes but may take any classes offered in the summer school, if they so desire, and are prepared to do the work.

Students are advised to select from the above lists the subjects on which they feel that they are most deficient, or on which they must pass examinations in order to get the certificates for which they are to apply. The above classes are divided into sections to make them smaller, all sections of a class doing the same work. By referring to the Schedule of Classes in the back of this catalog the section that will fit into a particular program may be determined. The Committee on Registration will be glad to assist students in deciding which classes or sections to take.

If you have had part of the examination before, and are trying to finish for a first grade certificate, you had better plan to take examination on all subjects on which you have less than 80. If a subject is taken the second time and a lower mark is made, one does not lose the first mark. The better one is taken in each case.

42. "DIVISION OF EXAMINATION AND PROVISIONAL CERTIFICATE.—Two examinations shall be held each year—one in April, the other in July.

"(a) An applicant may take part of the examination for a First or Second Grade Certificate in the spring and the remainder in the summer, *provided he attends a State summer school or institute for at least twenty days in the meantime.*

"(b) An applicant may take one-half or more of the required subjects for a First or Second Grade Certificate (including arithmetic and grammar) *at the summer examination immediately at the close of the summer school or institute where he has been in attendance for at least twenty days.* (The examination must be taken at the summer school). If he shall attain not less than 85 per cent. on each of seven of the subjects required for a first grade certificate, or not less than 75 per cent. on each of six of the subjects required for a first grade certificate, including arithmetic and grammar in both cases, all other requisites being fulfilled, he shall be given a Provisional First Grade or a Provisional Second Grade Certificate, as the case may be, good for one year only and not subject to renewal. The examination must be completed at the next spring or summer examination, when the results from both examinations will be combined and an appropriate certificate issued under the general rules and regulations pertaining to certificates. In every case, the examinations to be combined must be taken within fifteen months of each other.

"(c) When the course is divided only two examinations may be combined and one of these must be taken *after a regular attendance of at least twenty consecutive days (one hundred recitation periods of at least forty minutes each) at one of the State summer schools.* No provisional certificate will be issued on that part of the examination taken prior to the session of the summer institute referred to in this paragraph.

"(e) Only two examinations may be combined for a Second Grade Certificate, but, when a teacher, by a combination of two examinations (one of which was taken at a summer normal after an attendance of 20 days thereon), has won a Second Grade Certificate, having made an average of 85 per cent. on the twelve subjects required for a Second Grade Certificate, not falling below 70 per cent. on any subject, he may combine these grades with a third examination on the three added subjects required for a First Grade Certificate (which are physical geography, agriculture, and English history); provided, however, that the third, or last, examination comes within fifteen months of the second examination. In no case will a combination of three examinations be allowed unless one of the examinations is taken at a summer school after an attendance of at least twenty days thereon.

"(f) Because of the great amount of investigation and bookkeeping involved, the Department of Public Instruction *cannot undertake to duplicate reports of examinations that may have been lost or destroyed* by applicants desiring the benefits of a combination and an applicant who seeks the ad-

vantages offered by this section must attach the report of the former examinations to be combined to Form E—No. 2 when he takes the second examination."

Teachers who attend a summer school this year may take the examinations in April next year and have their grades combined with those they made this year for a full certificate. Attention is called to the fact that our summer school will continue for a second term during August, and this will give considerable additional preparation for the examinations next spring, as well as valuable material for teaching the coming term. The State Examinations are not given at the close of the August term.

IV: EXTENSION OF CERTIFICATES

The following is the State regulation for the extension of certificates, section 38, referred to above:

"(Sect. 38.) HOW CERTIFICATES MAY BE RENEWED.—The Professional, First and Second Grade Certificates mentioned above shall be renewed under the following requirements and conditions:

"1. The holder must furnish evidence that he has been a successful teacher.

"2. He must make a written statement on the back of his certificate to the effect that he has read five books of the State Reading Course (giving the names of the books) during the life of the certificate to be renewed or since its date of issuance. These books may be chosen from any of those mentioned in the State Reading Course, whether adopted for the current year or not.

"3. In addition to the foregoing, he must either attend an approved summer school or institute for at least twenty consecutive days during the life of the certificate or within sixty days after it expires, and must diligently pursue the course of study (taking not less than three classes, at least two of which must be professional) prescribed by the conductor of such school; or he must pass a successful examination on at least two of the books of the Reading Course, unless the History of Education is chosen, in which event no second book will be required.

"NOTE.—Notwithstanding what is stated in the preceding paragraph, it is stipulated and must be understood that no attendance upon a summer school, which is used and counted in earning or completing a certificate, may be offered for the renewal of said certificate.

"4. The examinations prepared for the Reading Course from year to year include questions only on the History of Education and the books

adopted for the school year immediately preceding the date of the examinations.

"NOTE—All applications for renewal or extensions of certificates must be sent through the division superintendent, who will be furnished with suitable blank forms for that purpose. All teachers who take the State examination on the Reading Course are required to fill out Form E-No. 2 R. and attach to same the certificate to be renewed."

The course to be taken in accordance with the above regulation must be approved by the Committee on Registration. It may be taken in either the First or the Second Term.

V. CREDIT AT THIS SCHOOL

Students in attendance during the summer terms who wish to work for Normal School credit and who take the class examinations and make a grade of 75 per cent. on combined class-work and examination, will be given credit on our permanent records, and will be sent by the school a written statement, showing the courses that have been satisfactorily completed during the term and the school mark obtained on each course. In this way, if at any future time a student decides to return here and do further work toward one of the regular certificates or diplomas of this school, she may have full advantage of all work previously completed. Of course it is understood that the student must satisfy the usual entrance requirements before receiving normal school credit on any course.

Deficiencies in entrance requirements may be met by work done in the Summer Quarter. High School units may be made in this way for use at this school or elsewhere.

The Normal School has courses for the following certificates: State Normal School Certificate; Junior State Normal Certificate; Professional First Grade Certificate; First Grade High School Certificate. The regulations concerning these will be found in the annual catalog of the school and in Form E-No. 19 of the State Department of Public Instruction. Attention is called to the fact that all of the work required in the normal school for a certificate and much of the work required for a diploma may be done in the Summer Quarter, or in any combination of quarters, as ex-

plained in the annual catalog. The advantage of this is apparent, as in this way a teacher may continue her work as a teacher and at the same time work here for a certificate or diploma, which will be of great value to her in her future career. Either term of the Summer Quarter will count as *one-half* of a quarter, both terms counting as *one full* quarter. Any course numbered above 120 will be credited in full on regular certificate and diploma courses of the Normal School, the same as during the winter session.

VI. SPECIAL CERTIFICATES

In the certification of teachers of the special industrial subjects—Manual Arts (Drawing and Manual Training), Household Arts (Sewing, Cooking, etc.), Rural Arts (Nature Study, School Gardening and Elementary Agriculture), and of Physical Education, in which no State examinations are given, due credit will be given for the work completed at this school in the summer session. Excellent facilities are provided here for this special work. The following is the regulation of the State Board of Education governing these certificates:

"SPECIAL CERTIFICATE.—The holder of a first grade or high school certificate may be granted a Special Certificate if engaged in teaching special subjects, such as kindergarten or nature study. This certificate shall continue in force for five years, and may be renewed for a similar period from time to time as provided in section 38 (see above). The foregoing provisions shall also apply to a teacher of music, drawing, manual training, or domestic science, provided that such teacher shall not be required to hold a first grade certificate or a high school certificate as a prerequisite to granting him a Special Certificate."

For further information about Special Certificates, write to the State Superintendent.

VII. ATTENDANCE CERTIFICATES

To every student who attends a summer normal school for at least twenty days the State Department of Public Instruction issues an Attendance Certificate. This is used as evidence in applying for extensions of certificates, division of examinations, etc. Those who desire these certificates should apply

at the office for them before the close of the terms. Attendance during either the First or Second Term will be so counted.

REPORTS OF STATE CREDITS

State credits and State Certificates will be sent out from the office of the State Superintendent of Public Instruction at Richmond. Reports of students' work will be sent to the Richmond office by the school promptly at the close of each term. Students who fail to get their State reports or certificates, or who find apparent errors therein, should communicate with the Richmond office. The above extracts give the main parts of the State regulations governing State Teachers' Certificates, but those who desire any further information should ask their superintendent for a copy of "Form E—No. 19," or write to Richmond for it. Unusual or complicated situations as regards certificates must be referred to the State Superintendent, who alone is vested with final authority in such matters, and time will be saved by writing to him about such matters beforehand. The school has no authority to vary the regulations in any respect, but must interpret them literally.

EXPENSES OF STUDENTS

The cost of a *six-weeks* summer term at this school is not as much as the cost of a *four-weeks* summer term at some other points, and it is little more than the cost of four weeks even at those summer schools where the lowest rates are charged. This should be taken into consideration with the unusually large and well-qualified faculty, and the equipment, which is well adapted to normal work.

In comparing expenses it should be noted that the rate for board covers *laundry* as well as meals and lodging, and the rooms are *completely furnished*, including all *bed-clothing* and *towels*.

FEEES

By order of the State Board of Education a \$1.50 *registration fee* is charged in the First Term, but not in the Second Term. *No tuition* fee is charged a student from Virginia in the First Term. Students from other states are charged a tuition fee of \$6.00 regardless of the courses taken. All students are charged \$6.00 tuition in the Second Term. All fees must be paid *at the time of registration*.

Small *laboratory* fees are charged in certain courses in Household and Manual Arts, as indicated in connection with the courses in the following pages. No reduction of a registration, tuition, or laboratory fee will be allowed for late entrance or for withdrawal before the end of the term, no matter how brief the attendance.

TEXT-BOOKS

The books used are, for the most part, those used in public schools of the State. The required text-books are named in connection with the courses on the following pages. The text-books may be brought from home or purchased at the school supply-room. New books will be sold at publishers' prices, and second hand books may usually be purchased very reasonably. Many of the text-books may be re-sold to the

supply-room at the close of the term, provided they are in good order. Stationery, postage, and other supplies may be purchased at the supply-room. *Only cash sales will be made at the supply-room.*

LIVING ARRANGEMENTS

Excellent boarding accommodations for 231 ladies are provided in the school dormitories. None of the dormitory rooms may be occupied by one student alone; some are for two students; some accommodate three students. All dormitory rooms are, however, equipped with single beds, one for each occupant. Students desiring to room alone may secure rooms in private homes at rates somewhat higher than those here stated.

All rooms in the dormitories are outside rooms, equipped with window-screens and electric lights, and comfortably furnished with white iron beds, oak dressers, tables, chairs, rugs, clothes-closets, and all necessary bedding and towels. Numerous bathrooms are conveniently located on each floor, both shower and tub baths being provided with modern equipment.

Rooms in the dormitories will be assigned in order of application. *No assignment will be made for less than one full term and the board for the full term must be paid in advance at the beginning of the term.* Rooms will be ready for occupancy Monday, June 11th, for the First Term, and must be vacated promptly on the morning of July 21st, unless the occupant is remaining for the Second Term. For the Second Term rooms will be ready for occupancy on Saturday, July 21st, but not before 3 p. m.

For the First Term, rooms will positively *not be held in reserve for students later than 11 p. m., Tuesday, June 12,* but if the student for whom a place is reserved is not present at that time the place will be given to another applicant, unless special arrangement has been made with the Director beforehand. As the dining-room accommodates a larger number than the bed-rooms, seventy students who room in private homes may take their meals at the school.

Gentlemen may secure board in private homes, reserved for them on request. Ladies who do not secure places in the dormitories will be assigned to private homes in the town. These are of two kinds, namely, those furnishing rooms only and those furnishing both rooms and meals, as follows:

(1) The school is now renting a number of rooms in private homes in the immediate neighborhood, students rooming in these and taking their meals at the school dining-room, also having the benefit of the school laundry. Students living on this plan pay the full amount of board to the school, the cost being exactly the same as for those rooming in the dormitories.

(2) When students room and also take their meals outside of the dormitories, no payment for board is made to the school, but to the parties with whom the students board. Such students must also make arrangements for their laundry. Those who desire this plan may arrange directly or through the school office.

The cost of board is about the same on either plan, the second arrangement being usually slightly more expensive on account of the laundry.

Prospective students for either or both of the summer terms are urged to make application for room reservation at once.

COST OF BOARD

Board in the school dormitories (including rooms rented by the school) will be furnished during the Summer Quarter at the following rates. This includes *completely furnished room (with towels and all bedclothing), food, lights, laundry and service*. In comparing these rates with other schools care should be taken to note what is included in each case. We have here no "extras" in our charges, one rate covering everything.

First Term Boarding Rates:

From June 11 to July 21, full term.....	\$24.00
By the week, for less than full term.....	5.00
By the day, for less than a week.....	1.00

Second Term Boarding Rates:

From July 21 to August 30, full term.....	\$22.00
By the week, for less than full term.....	5.00
By the day, for less than a week.....	1.00

The special term rate is for those who pay *in advance, in full, at time of registration*. No others will be allowed this reduced rate. All who pay for less than the full term will be charged the *weekly* rate, and if for less than a week, the *daily* rate. If anyone who pays in advance for the full term finds it necessary to leave before the term is out, a rebate will be issued for the difference (if any) calculated at the *weekly* or *daily* rate, as the case may be.

REDUCED RAILWAY RATES

The railways of Virginia, almost without exception, sell special round-trip tickets, at greatly reduced prices, to Harrisonburg, on account of the summer normal school. The dates of sale for the First Term will be June 8, 9, 10, 11, 12, and 13; and for the Second Term July 20, 21, 22, 23, and 24; tickets to be used from starting-point on day of sale. Students starting from a point not on one of the large railway lines of the State, and finding that they cannot purchase reduced-rate tickets from their starting-point through to Harrisonburg, should buy tickets to the nearest junction-point on one of the large lines, and get round-trip tickets at the latter point to Harrisonburg.

If any questions should arise as to reduced rates, the fare demanded by the railway agent should be paid, *and a receipt requested for the amount paid*. All railway ticket agents will issue such receipts upon request, but they must be secured at the time the fare is paid. If this receipt is brought to the Director's office at the school the difference can probably be adjusted with the railway company and a rebate secured to cover any over-charge which has been made. *Nothing can, however, be done in such cases unless a receipt is secured when the ticket is purchased.*

ADMISSION AND ATTENDANCE

No examination is required for admission. Certificates of work done elsewhere and credits obtained on the State Examinations will assist materially in registration.

The Registration Day for the first term will be Monday, June 11th; and for the second term, Monday, July 23rd. *Full* credit for six weeks of work cannot be allowed to students registering *after the first three days* of a term. Delays occasioned by late closing of school terms will be allowed for, and satisfactory arrangements will be made if conditions are explained to the Director at entrance. An attendance certificate will be given for as much as twenty days' attendance. Students preparing to take the State Examinations may enter at any time during the term, but they are *strongly advised* to come at the beginning.

All students attending the school will be required to register for the classes they attend, and they will be expected to do the regular work of these classes.

Classes will meet according to the following schedules, beginning at 8:00 a. m. on the second day of each term. It is therefore very important that all the details of registration be arranged on the first day.

All classes meet daily except Saturday, and also on the following Saturdays: June 16, August 4, and 18. Those who desire to obtain First Grade, Second Grade, or Provisional Certificates must remain at the school for State Examinations; but no one will be permitted to take the State Examinations at the school who has been in attendance here less than twenty days during this term. Those who have been in attendance less than twenty days may take the examinations as given by the Division Superintendent.

Students taking the Professional Certificate courses, the High School Certificate course, and those who are working for extension of certificates or for credit only at this normal school, are not required to take the State Examinations, but will be given the class examinations on July 20 and August 30, the last day of each term.

COURSES OFFERED IN THE FIRST TERM

JUNE 11 TO JULY 20

I. EDUCATION

111. READING.—*Miss Charlton.*

This course will follow the outline of the State Examination and is intended to prepare for it. Text-Book: Briggs and Coffman's *Reading in the Public Schools*. (Two sections of this class will be formed).

121. THEORY AND PRACTICE.—*Professor Cool.*

This course will deal with everyday practical problems that arise in everyday school-rooms of whatever grade, and will cover the requirements of the State Examination. Text-Book: Lincoln's *Everyday Pedagogy*. (Three sections of this class will be formed).

141. EDUCATIONAL PSYCHOLOGY.—*Miss Seeger.*

The purpose of this course is to make a study of the elements of psychology in order to give an understanding of what mental processes are, and how the mind is developed; and to apply principles of psychology to the teaching process. Unessential portions will be omitted, and only those topics which will be of practical value to the teacher will receive attention. Text-Book: Colvin and Bagley's *Human Behavior*.

143. PRINCIPLES OF ELEMENTARY EDUCATION.—*Dr. Douglass.*

This is an introductory course for professional students, intended to give a general foundation for more specialized work to follow. It will consider some of the most important phases of modern education. Text-Book: Thorndike's *Education*. (Two sections of this class will be formed.)

145. PRIMARY METHODS—LANGUAGE.—*Miss Seeger.*

This course will consider methods of teaching language study in the lower grades. The relation of language work to the other branches of the course will be pointed out. Text-Book: Chubb's *The Teaching of English (Elementary Section)*.

146. PRIMARY METHODS IN READING (FIRST PART).—*Miss Charlton.*

This is the first half of a course in methods of teaching reading in the primary grades. This most important subject will be treated in a very practical way, so that it may be of immediate use to the teacher in the work of the schoolroom. Text-Book: Jenkins's *Reading in the Primary Grades*.

150. OBSERVATION.—*Miss Kelly, Supervisor; Misses Bishop, Dyer, Scrimger, and Spilman.*

Students will observe the teaching of the different branches in the primary or grammar grades, according to the certificate for which they are applying. The basis for observation will be two-fold, namely, (1) a standard text; and (2) previous work in methods. The course will consist of lectures, special observations illustrating points developed, discussion of special observation, grade observation with critic teachers. The work is planned to give an opportunity for understanding the best methods of instruction and discipline.

154. PRIMARY METHODS—ARITHMETIC.—*Miss Seeger.*

This course will consider methods of teaching number in the lower grades, sense training, counting and the fundamental processes of arithmetic, together with a study of its relation to the other primary branches and its place in the school program. Text-Book: Suzzallo's *Teaching of Primary Arithmetic*.

156. PRIMARY METHODS—READING.—*Miss Charlton.*

This course will consider methods of teaching reading in the lower grades, including phonics, spelling, etc. The place and importance of reading in the course of study will be shown, as well as its relation to the other subjects in the primary curriculum.

157. KINDERGARTEN METHODS FOR PRIMARY TEACHERS.—*Miss Seeger.*

This course will endeavor to show teachers how the methods of the kindergarten may be used to advantage in the early primary grades. Some familiarity will be gained with the materials used in kindergarten work, with the games, songs, stories and constructive work. The Montessori method will receive attention.

162. HISTORY OF EDUCATION.—*Dr. Sanger.*

The work of this course will include the systematic study of educational theory and practice in modern education as exemplified in America, England, France, and Germany. The greatest portion of the time will be given to the great educational reformers and the historical development of the education of our own times. Text-Book: Graves's *History of Education*.

170. PSYCHOLOGY AND EDUCATION OF EXCEPTIONAL CHILDREN.—*Miss Kelly.*

The object of this course is to give teachers and students of education an understanding of the psychological basis for the education of special classes, and practical methods for dealing with them. Among the topics to be discussed are: individual differences in general, precocity, backwardness, feeble-mindedness, nervous irritability, specialized intellectual defects, moral eccentricities.

II. ENGLISH LANGUAGE AND LITERATURE

101. SPELLING.—*Professor Wine.*

This class will meet twice a week (Tuesday and Thursday) during assembly period. All who desire to do so may remain after chapel exercises on these mornings for the spelling drill, it not being necessary to register for this work. By a large use of rapid oral spelling much ground will be covered, and the work will be enlivened by spirited contests from time to time. One or more spelling-matches for the entire school will be held in the evening, when volunteer spellers will compete for prizes. Text-Book: *New World Speller*.

111. ELEMENTARY ENGLISH GRAMMAR AND COMPOSITION.—*Professor Wine.*

This elementary course in English grammar will follow closely the State outline in preparation for the examination for certificates. It will include a thorough drill in essentials. Much attention will be devoted to composition. Text-Book: Emerson & Bender's *Modern English Grammar* (Four sections of this class will be formed.)

142. ENGLISH LITERATURE.—*Professor Johnston.*

It will be the aim of this course to acquaint the student with the best literary creations, with those men and women who have contributed largely to the growth of literature, and with the conditions under which literature has been created in the different ages. Text-Books: Halleck's *History of English Literature* and selected classics.

143. AMERICAN LITERATURE.—*Professor Johnston.*

It is the aim of this course to study the development of American literature, and to acquaint the student with its best productions, their authors, and the conditions that have produced them. The early formation periods, the New England renaissance, and more recent productions receive attention. Special study is given to Southern literature. Text-Books: Halleck's *History of American Literature*; and special editions of classics to be selected.

157. LANGUAGE STUDY METHODS.—*Professor Johnston.*

This course will consider the teaching of spelling, language, and composition in the elementary school. Its object is to give students who are preparing to teach in elementary schools some additional drill in the subject matter of the elementary curriculum, and the essentials of method in the teaching of the English branches. The course will pre-suppose a good knowledge of these branches and the ability to use it. Text-Books: Chubb's *The Teaching of English*. (Two sections of this class will be formed).

III. GEOGRAPHY

111. GENERAL GEOGRAPHY.—*Miss King.*

This course will give a survey of common and political geography. The elements of mathematical and physical geography are included. The main object of the course is to give the student a good foundation of subject-matter by supplementing and fixing more definitely what has been already studied, and thereby prepare for the State Examination. Text-Book: Fry's *Advanced Geography*. (Two sections of this class will be formed.)

112. PHYSICAL GEOGRAPHY.—*Miss King.*

In this course a review will be made of mathematical geography and elementary meteorology, after which the study of land forms, their origin, and the agents at work upon the land producing them, will be pursued in a detailed way. Topographic maps will be studied and their use in the school and the method of producing explained. The course is intended to prepare for the State Examination. Text-Books: Tarr's *New Physical Geography* and Snyder's *First Year Science*.

158. GEOGRAPHY AND METHODS.—*Miss King.*

This course will pay special attention to "home geography." It will deal with methods of teaching geography in the different grades. Simple

apparatus will be planned and made by the students, field lessons will be arranged, and courses mapped out for the different grades of the elementary school. Pedagogical literature on the subject will be studied, and a sound foundation for teaching the subject will be sought. Text-Books: Redway's *The New Basis of Geography*.

IV. HISTORY AND SOCIAL SCIENCES

111. CIVIL GOVERNMENT AND VIRGINIA HISTORY.—*Dr. Magruder.*

This course will give special attention to State government with Virginia as the type, and will cover the main points in the history of Virginia. The object of this combination course is to give a review of the subject-matter and to clarify and extend the knowledge of teachers in these subjects. The outline prepared by the State Department of Public Instruction will be followed closely so that the course will serve in the best way to prepare those who take it for the State Examinations in these two subjects. Text-Books: McBain's *How We Are Governed*, and Smithy's *History of Virginia*. (Three sections of this class will be formed.)

114. UNITED STATES HISTORY.—*Professor Walker.*

This course will review the history teaching of the lower schools and extend the same, endeavoring to furnish the student with the essentials of the subject and directing as to the collection and grouping of material for use in teaching. The State outline will be followed, to prepare for the examination for certificates. Text-Book: Riley and Chandler's *Our Republic*. (Two sections of this class will be formed.)

133. ENGLISH HISTORY.—*Professor Walker.*

This will be a general course in English history from the earliest time to the present, but special emphasis will be placed on those portions which refer to constitutional development and those portions which have the most direct bearing on American history and institutions. The course is intended to prepare for the State Examination in this subject. Text-Book: Andrews's *A Short History of England*. (Two sections of this class will be formed.)

158. HISTORY METHODS.—*Dr. Douglass.*

This course will consider methods of teaching American History and Civics in the public schools. Sources of material and reference to the best literature on the pedagogy of history will be given, and the preparation of lesson plans will be studied. The work will be made practical throughout, and will be illustrated by lessons. Text-Books: Wayland's *How to Teach American History*; Adams and Trent's *History of the United States*. (Two sections of this class will be formed.)

163. AMERICAN GOVERNMENT.—*Dr. Magruder.*

In this course an effort will be made to give the student an intelligent consciousness of civic duties and opportunities, together with some definite notions about actual processes of everyday citizenship. The aim will be practical, and the methods employed will approximate as nearly as possible the various experiences of civic life.

164. INTERNATIONAL CONCILIATION.—*Dr. Magruder.*

This course is given under an arrangement with the American Association for International Conciliation. Owing to the present world conditions it should be of special interest and value at this time. The maintenance of friendly and mutually advantageous relations between our own country and foreign nations will be considered from many standpoints. Much light will be shed on various questions that are now uppermost in the minds of the thinking public, a broader perspective will be gained, and teachers will receive considerable help for the work of the school-room in the teaching of history and civil government. The course will consist mainly of lectures, with references to the available literature of the subject.

V. HOUSEHOLD ARTS

141. ELEMENTARY SEWING.—(*Double Period.*)—*Mrs. Moody.*

This is an elementary course planned for beginners, and will include needle work, simple machine-sewing, simple pattern-drafting and garment making. The fundamental principles of sewing will be taught, and each problem will be considered with reference to its use in public school work. Fee for materials, 50 cents.

144. HOME ECONOMICS.—*Mrs. Moody.*

Among the topics studied in this course are: the location, planning, and construction of the house; water supply and sanitation; heating, ventilation, and lighting; selection and cost of furnishing; labor-saving devices in and around the home; household service; organization and systematic methods of housekeeping; household accounts and cost of living. The course is very practical and contains much of value to teachers and home-makers.

147. ELEMENTARY COOKING.—(*Double Period.*)—*Mrs. Moody.*

This will be an elementary course in cooking, including the study of foods as to their general composition and nutritive value, the effect of heat upon foods and their preparation, cooking processes, food preservation, the

management of utensils and stoves, and the planning, preparation and serving of meals. Fee for materials, 50 cents.

VI. MANUAL ARTS

111. WRITING.—*Prof. Overbey.*

The work given is intended to develop a plain, rapid and easily executed hand-writing. A part of the time is devoted to the discussion of methods in penmanship and the problems that arise in the teaching of this subject in elementary classes. The Locker system is used, and special certificates are given to those attaining proficiency.

121. WRITING.—*Prof. Overbey.*

This course is the same as course 111 but is intended for professional students. As much practice will be given as the time will allow, and the needs of the individual students will be met as far as possible. The Locker system is used, and special certificates are given to those attaining proficiency. (Three sections of this class will be formed).

134. DRAWING.—*Miss Wooldridge.*

This course is intended to prepare for the State Examination, and will follow the outline prepared for it. No previous training in drawing is required for admission to this course. (Five sections of this class will be formed.)

141. HANDWORK FOR PRIMARY GRADES.—*Miss Mackey.*

The work of this course will include handwork suitable for the first four years of the elementary school, such as basketry and raffia work, paper and cardboard work, weaving and simple wood work. Fee for materials, 50 cents.

147. RURAL TEACHERS' COURSE.—(*Double Period*).—*Miss Mackey.*

This course is a combination of practical work in wood, basketry, and other hand work especially suited to the rural school. Some of the problems will be as follows: furniture mending; restaining; making of mats, baskets, etc.; cat-tail rushes for trays, chair- and stool-seats; cutting, dyeing and weaving of rugs on hand looms made from box lumber and twigs; booklet making; labor-saving devices for the home; work in wood from dry goods boxes and other wood easily obtained for rural schools—articles to be useful in school and home. Fee for materials, 50 cents.

151. HANDWORK FOR GRAMMAR GRADES.—*Miss Mackey.*

This course will include instruction in certain forms of handwork suitable for the last four grades of the elementary school, such as basketry, weaving, and work in wood, Venetian iron, leather, etc. Fee for materials, 50 cents.

154. DRAWING FOR GRAMMAR GRADES.—*Miss Mackey.*

In this course the students will continue still-life drawing and the study of the principles of perspective. The work will be suitable for use in the last four grades of the elementary school.

VII. MATHEMATICS

111. ARITHMETIC.—*Professor Dingleline.*

This course will be a thorough review of the arithmetic of the elementary schools, emphasis being placed on the more important and more difficult topics. It will follow the State outline, as it is intended to prepare for the State Examination. Text-Book: Smith's *Modern Advanced Arithmetic*. (Four sections of this class will be formed).

132. ALGEBRA REVIEW.—*Professor Cool.*

This course is for students who have some knowledge of algebra. Topics will be taken up in this class as follows: the fundamental operations, factoring, fractions, simple equations, simultaneous equations, involution and evolution, theory of exponents, and radicals. Text-Book: Wells's *Essentials of Algebra*.

134. PLANE GEOMETRY.—*Dr. Converse.*

This is a beginners' course and will cover as much of the regular high school course in the subject as is consistent with good work. The sections covered may be varied to suit the needs of the class. Text-Book: Wentworth-Smith's *Plane Geometry*.

157. ADVANCED ARITHMETIC.—*Dr. Converse.*

This course is intended for those who have a fairly good knowledge of arithmetic, and will deal with the more advanced sections of the subject. A

very rapid review will be made of the elementary sections, and most of the time put upon the more difficult parts. Text-Book: Smith's *Modern Advanced Arithmetic*. (Two sections of this class will be formed).

158. ARITHMETIC METHODS.—*Dr. Converse.*

This course seeks to give the teacher the essentials of method in the presentation of number work in the different grades. A good foundation in subject-matter, such as course 157, will be required for admission. A knowledge of elementary algebra is also very desirable. Text-Book: Brown and Coffman's *How to Teach Arithmetic*, with references to various text-books used in the schools.

VIII. SCHOOL MUSIC

132. PIANO MUSIC—*Individual Instruction*.—*Miss Shaeffer.*

Students who desire to take individual lessons in piano music may arrange with the instructor. The grade of work will be adapted to the needs of the students. Beginners as well as advanced students are taken. Tuition fee: 50 cents per lesson. *Free use of Pianos.*

155. METHODS IN SCHOOL MUSIC.—*Miss Shaeffer.*

This course makes a study of the methods of teaching music in the graded and rural schools. Various courses of study are examined, selecting the best methods from each. The child's singing and speaking voice is studied especially, ways are considered for making school singing universal and enthusiastic, and for raising the musical standard in the community. A large part of the time is given to the selection of material, especially the primary song and its interpretation. (Two sections of this class will be formed. Given June 11th to June 29th, inclusive).

157. METHODS IN SCHOOL MUSIC.—*Miss Shaeffer.*

This course is similar to course 155, but will consider more particularly songs suitable for the grammar grades. (Given June 11th to June 29th, inclusive).

IX. NATURAL SCIENCE

141. PHYSIOLOGY AND HYGIENE.—*Miss Bell.*

The aim of this course will be to give a brief but comprehensive and practical survey of the subject in such a way as will help the student to understand and teach the right conduct of physical life. It will prepare for the State Examination in the subject. Text-Books: Ritchie's *Human Physiology* and Ritchie's *Primer of Sanitation*. (Two sections of this class will be formed).

X. PHYSICAL EDUCATION

161. GAMES.—*Miss Round.*

This class will study in a practical way various indoor and outdoor games suitable for children of different ages. The subject of directed play, school play-grounds, etc., will be considered in such a way that the teacher may gain many valuable ideas for use in her work. (Two sections of this class will be formed. Given July 2nd to 20th, inclusive).

162. GAMES.—*Miss Round.*

This course is similar to course 161, but will give more attention to games suitable for older children. It is intended especially for teachers in the grammar grades and high school. (Given July 2nd to 20th, inclusive).

163. FOLK GAMES.—*Miss Round.*

This course will include simple ring dances such as are adaptable for use with children, and will be of racial and national significance, as well as of interest from the social and recreative standpoint. (Given July 2nd to 20th, inclusive).

XI. RURAL ARTS

133. ELEMENTARY AGRICULTURE.—*Professor Smith.*

The purpose of this course is to acquaint the student with the general field of elementary agriculture and to prepare for the State Examination in this subject. It will combine the descriptive and the experimental. Text-Book: Warren's *Elements of Agriculture*.

151. NATURE STUDY.—*Professor Smith.*

This course is designed to make the students nature lovers and to acquaint them with some of the elementary facts of all the sciences in the phases that appeal to children, and to discuss the spirit, aims, and methods of nature study in the schools. Field trips for observation and collection of specimens are frequently made. It is expected that the class may make the beginning of a permanent school collection of specimens for nature study. Laboratory work supplements the outdoor work. Text-Book: Hodge's *Nature Study and Life*.

153. SCHOOL GARDENING.—*Professor Smith.*

This is a course in nature study in which almost the entire time is given to actual work in school gardening, in which are treated such topics as laying off a garden, how it should be dug, cultivated, and fertilized, what vegetables and what flowers may be raised to mature during the school session,

the effect of certain insects for good or for bad, and other interesting questions arising during the process of cultivation.

156. POULTRY-RAISING AND BEE-CULTURE.—*Professor Smith.*

This is a brief practical course especially for students who expect to specialize in Rural Arts or Household Arts, with a view to teaching these subjects, or to taking charge of country households. It considers: (1) Poultry-raising, the varieties of fowls, their care, the location and construction of houses and yards, sanitation, incubation, brooding, feeding, improvement of stock, eggs and their uses as food. (2) Bee-culture, location and arrangement of hives, manipulation of bees and hives, gathering and caring for honey, etc.

SCHEDULE OF CLASSES

First Term—June 11 to July 20

Period	Time	Class
I	8:00	Educ. 111 (a), Reading, Miss Charlton. Educ. 121 (c), Theo. and Pract., Mr. Cool. Educ. 143 (a), Princs. of Elem. Ed., Dr. Douglass. Eng. 111 (b), Gram and Comp., Mr. Wine. Eng. 142, English Literature, Mr. Johnston. Man. Arts 147, Rural Teachers' Course, Miss Mackey. Math. 111 (a), Arithmetic, Mr. Dingledine. Math. 157 (a), Advanced Arithmetic, Dr. Converse. Rur. Arts 151, Nature Study, Mr. Smith.
II	8:45	Educ. 146, Primary Reading Meths., Miss Charlton. Educ. 150, Observation, Miss Kelly. Eng. 111 (c), Gram. and Comp., Mr. Wine. Eng. 143, American Lit., Mr. Johnston. Hist. 158 (a), History Methods, Dr. Douglass. Man. Arts 147, Rural Teachers' Course, Miss Mackey. Math. 111 (c), Arithmetic, Mr. Dingledine. Math. 134, Plane Geometry, Dr. Converse. Nat. Sc. 141 (b), Physiol. and Hyg., Miss Bell. Rur. Arts 133, Elem. Agriculture, Mr. Smith.
	9:30	<i>General Assembly, Daily</i> Eng. 101, Spelling, Mr. Wine (Tuesday and Thursday).
III	10:05	Educ. 150, Observation, Miss Kelly. Eng. 157 (a), Language Methods, Mr. Johnston. His. 114, (b), U. S. History, Mr. Walker. Hist. 163, American Govt., Dr. Magruder. Hous. Arts 147, Cooking, Mrs. Moody. Man. Arts 121 (a), Writing, Mr. Overbey. Math. 111 (b), Arithmetic, Mr. Dingledine. Math. 132, Algebra, Mr. Cool. Math. 157 (b), Advanced Arithmetic, Dr. Converse. Nat. Sc. 141 (a), Physiol. and Hyg., Miss Bell.
IV	10:50	Educ. 121 (a), Theo. and Pract., Mr. Cool. Educ. 150, Observation, Miss Kelly. Educ. 154, Primary Arithmetic Methods, Miss Seeger. Educ. 162, History of Educ., Dr. Sanger. Eng. 157 (b), Language Methods, Mr. Johnston. Geog. 111 (b), General Geography, Miss King. Hist. 111 (c), Va. Hist. and Civics, Dr. Magruder. Hist. 133 (b), English History, Mr. Walker.

- Hous. Arts 147, Cooking, Mrs. Moody.
 Man. Arts 121 (b), Writing, Mr. Overbey.
- V 11:35 Educ. 141, Educat. Psychology, Miss Seeger.
 Educ. 143 (b), Princs. of Elem. Ed., Dr. Douglass.
 Educ. 121 (b), Theo. and Pract., Mr. Cool.
 Geog. 112, Physical Geography, Miss King.
 Hist. 111 (a), Va. Hist. and Civs., Dr. Magruder.
 Hous. Arts 144, Home Economics, Mrs. Moody.
 Man. Arts 121 (c), Writing, Mr. Overbey.
 Man. Arts 134 (d), Drawing, Miss Wooldridge.
 Math. 111 (d), Arithmetic, Mr. Dingledine.
 Math. 158, Arithmetic Methods, Dr. Converse.
- 12:15 *Dinner Recess.*
- VI 1:15 Educ. 156, Primary Reading Methods, Miss Charlton.
 Eng. 111 (d), Grammar and Comp., Mr. Wine.
 Hist. 114 (a), U. S. History, Mr. Walker.
 Hous. Arts 141, Sewing, Mrs. Moody.
 Man. Arts 134 (a), Drawing, Miss Wooldridge.
 Man. Arts 154, Advanced Drawing, Miss Mackey.
 Music 155 (a), Primary Music Methods, Miss Shaeffer.
 Phys. Educ. 161 (a), Primary Games, Miss Round.
 Rur. Arts 156, Poultry-raising, Mr. Smith.
- VII 2:00 Educ. 111 (b), Reading, Miss Charlton.
 Educ. 145, Prim. Language Methods, Miss Seeger.
 Eng. 111 (a), Gram. and Comp., Mr. Wine.
 Geog. 111 (a), General Geography, Miss King.
 Hist. 133 (a), English History, Mr. Walker.
 Hist. 158 (b), History Methods, Dr. Douglass.
 Hous. Arts 141, Sewing, Mrs. Moody.
 Man. Arts 134 (c), Drawing, Miss Wooldridge.
 Man. Arts 141, Primary Handwork, Miss Mackey.
 Music 155 (b), Prim. Music Methods, Miss Shaeffer.
 Phys. Educ. 161 (b), Primary Games, Miss Round.
- VIII 2:45 Educ. 157, Kdgtm. Meths. for Prim. Teach., Miss Seeger.
 Geog. 158, Geography Methods, Miss King.
 Hist. 111 (b), Va. Hist. and Civs., Dr. Magruder.
 Man. Arts 134 (b), Drawing, Miss Wooldridge.
 Man. Arts 151, Advanced Handwork, Miss Mackey.
 Music 157, Advanced Music Methods, Miss Shaeffer.
 Phys. Educ. 162, Advanced Games, Miss Round.
 Rur. Arts 153, School Gardening, Mr. Smith.
- IX 3:30 Educ. 170, Ed. of Excep. Child., Miss Kelly.
 Hist. 164, International Conciliation, Dr. Magruder.
 Man. Arts 111, Writing, Mr. Overbey.
 Man. Arts 134 (e), Drawing, Miss Wooldridge.
 Phys. Educ. 163, Folk Games, Miss Round.

THE SECOND TERM

JULY 23 TO AUGUST 30

The work of this term will be just as thorough as that of the First Term, and in some ways more satisfactory. The classes will be smaller, giving more opportunity for individual attention. In previous summers the Second Term has been very successful, and the students have been deeply in earnest and have accomplished more than can usually be accomplished in the same time.

The work of the several departments will be adapted to the needs of those in attendance as far as practicable. In some cases it may be possible to form other classes than those listed below, if the number applying justifies the change. The time schedule can probably be changed if necessary to meet the needs of a student. It is altogether probable that everyone will be able to arrange a satisfactory program of work. Besides the various forms of credit which may be obtained for work done during the Second Term, as mentioned below, this term gives teachers an excellent opportunity to do advanced work and special work under the guidance of trained instructors and thus prepare themselves more thoroughly and extensively for their school duties.

A large number of the Canning Club girls of the State with their demonstration agents, will be in attendance during the first week of the Second Term, and this will give teachers in attendance a fine opportunity to become familiar with this most important work. They will get many new ideas which they may carry back to their schools, particularly if working in country schools.

During the Second Term all can be accommodated in the dormitory buildings, and the school makes a happy, congenial, and helpful little community, living under ideal conditions for both pleasure and profitable study. Abundant opportunities are offered for recreation and amusement. The faculty is of the same high standard as during the First Term.

CREDIT FOR SECOND TERM WORK

I. PROFESSIONAL CERTIFICATES

During the Second Term the First Year of the courses for the *Summer School Professional Certificate*, either Primary or Grammar Grades, may be taken, all of the required subjects being offered during the Second Term as well as in the First Term. The same regulations will apply as stated on preceding pages for the First Term.

SUMMER SCHOOL PROFESSIONAL CERTIFICATE

For Primary Grades—First Year Course

1. Principles of Elementary Education—Education 143.
2. Methods in Reading (First Part)—Education 146.
3. Methods in Language (First Part)—Education 145.
4. Methods in Arithmetic—Education 154.
5. Writing—Manual Arts 121.
6. Songs and Games—Music 155 and Physical Education 161, or 163.

For Grammar Grades—First Year Course

1. Principles of Elementary Education—Education 143.
2. Methods in History and Civics—History 158.
3. Methods in Language and Spelling—English 157.
4. Arithmetic (First Part)—Mathematics 157.
5. Writing—Manual Arts 121.
6. Songs and Games—Music 157 and Physical Education 162, or 163.

Teachers completing satisfactorily the State Examinations during the First Term and thereby securing a First Grade Certificate, may continue in the Second Term and complete the first summer's work on the professional courses. This will save them a whole year in time, as the course may be completed in the two following summers instead of three.

Anyone who is eligible to begin the professional courses in the First Term may also begin them in the Second Term and receive exactly the same credit as when the course is taken in the First Term. Sometimes teachers wish to distribute the work of one summer over the two terms to make their programs lighter, and this may be readily arranged if desired.

If a student later decides to continue her Normal School work for a State Normal Certificate, a Junior State Normal Certificate, a Professional First Grade Certificate, or a Diploma, all the work she has satisfactorily completed on the above course will be fully credited, a six weeks' term counting as one-half of a quarter. Two six weeks' terms, whether in the same summer or not, count as a full quarter, which is one-third of a full school year.

The Second Term also offers an opportunity for a student to make good any failure made during the First Term on any subject.

II. FIRST GRADE HIGH SCHOOL CERTIFICATE

During the Second Term the course for high school graduates desiring to secure teaching certificates, is given the same as during the First Term.

The course is the same as that for the Summer School Professional Certificate, either that for the primary grades or for the grammar grades may be taken, as outlined on page 49. The regulations governing this certificate are stated in full on pages 21-22.

A student completing the above course and later deciding to enter the Normal School for a regular course leading to the State Normal Certificate, the Junior State Normal Certificate, or a Diploma, will be credited with six weeks' work. This counts as one-sixth of a school year.

III. STATE EXAMINATIONS

No State Examinations are given at the close of the Second Term; but teachers who take part of the State Examinations in July can take the remainder the following April if they attend the Second Term of this school, and the work will help them in this direction.

IV. EXTENSION OF CERTIFICATES

Courses for the renewal or extension of certificates may be taken in the Second Term as well as in the First Term, the

same regulations applying as stated on a preceding page. Twenty-day attendance in the Second Term counts as much as in the First Term.

V. CREDIT AT THIS SCHOOL

Full credit toward all the certificates and diplomas of the State Normal School is allowed for work completed during the Second Term just as for that done in the First Term or during any part of the year. The six weeks' term counts as one-half of a quarter, and when taken with the First Term counts as a full quarter, or one-third of a full school year. Many of our best students have worked in the Second Summer Term for diplomas. Further statements concerning Normal School credits will be found on a preceding page, and full information may be obtained from the annual catalog or from the officials of the school.

VI. SPECIAL CERTIFICATES

The same advantages as regards Special Certificates are to be found in the Second Term as in the First Term. It would be particularly desirable to supplement the special work of the First Term in such cases with work in this term.

VII. ATTENDANCE CERTIFICATES

Attendance Certificates will be issued for as much as twenty days' attendance during the Second Term, and these will have the same value in the extension of certificates, division of examinations, etc., as stated for the First Term on a preceding page.

EXPENSES OF STUDENTS

On account of the smaller number in attendance during the Second Term, all can certainly be accommodated, without crowding, in the dormitories on the school grounds. Board in private families can be obtained for about the same rates as in the dormitories, if boarding off the grounds is preferred.

Reduced railway rates apply also to the Second Term.

On a preceding page will be found a further explanation under this head, and this applies to the Second Term as well as to the First Term.

No Registration Fee.

Tuition Fee for all students and all work.....\$ 6.00

Board for the entire Second Term, including furnished room, food, lights, laundry and service\$22.00

COURSES OFFERED IN THE SECOND TERM

JULY 23 TO AUGUST 30

I. EDUCATION

143. PRINCIPLES OF ELEMENTARY EDUCATION.—*Miss Seeger.*

This is an introductory course for professional students, intended to give a general foundation for more specialized work to follow. It will consider some of the most important phases of modern education. Text-Book: Thorndike's *Education*.

145. PRIMARY METHODS—LANGUAGE.—*Miss Seeger.*

This course will consider methods of teaching language study in the lower grades, and will include also story-telling and the use of juvenile literature. The relation of language work to the other branches of the course will be pointed out. Text-Book: Chubb's *The Teaching of English (Elementary Section)*.

146. PRIMARY METHODS IN READING (*First Part*).—*Miss Seeger.*

This is the first half of a course in methods of teaching reading in the primary grades. This most important subject will be treated in a very practical way, so that it may be of immediate use to the teacher in the work of the school-room.

154. PRIMARY METHODS—ARITHMETIC.—*Miss Seeger.*

This course will consider methods of teaching number in the lower grades, sense training, counting and the fundamental processes of arithmetic, together with a study of its relation to the other primary branches and its place in the school program. Text-Book: Suzzallo's *Teaching of Primary Arithmetic*.

ADDITIONAL COURSES:

If a sufficient number apply for the following courses, it is altogether probable that arrangements will be made for giving them:

141, or 142. EDUCATIONAL PSYCHOLOGY.

161, or 162. HISTORY OF EDUCATION.

II. ENGLISH LANGUAGE AND LITERATURE

141. RHETORIC AND COMPOSITION.—*Professor Johnston.*

This course makes a study of diction, the forms and the properties of style, metre, and poetry. Prose composition is emphasized, and much practice is given to oral as well as written composition. Many illustrative examples are included, and the actual needs of the prospective teacher are kept in mind. Text-Books: Woolley's *Handbook of Composition*; and Anderson's *Study of English Words*.

142. ENGLISH LITERATURE.—*Professor Johnston.*

It will be the aim of this course to acquaint the student with the best literary creations, with those men and women who have contributed largely to the growth of literature, and with the conditions under which literature has been created in the different ages. Text-Books: Halleck's *History of English Literature* and selected classics.

157. LANGUAGE STUDY METHODS.—*Professor Johnston.*

This course will consider the teaching of reading, spelling language, grammar, writing and composition in the elementary school. Its object is to give students who are preparing to teach in elementary schools some additional drill in the subject matter of the elementary curriculum, and the essentials of method in the teaching of the English branches. The course will presuppose a good knowledge of these branches and the ability to use it. Text-Book: Chubb's *The Teaching of English*.

ADDITIONAL COURSES:

If a sufficient number apply for the following courses, it is altogether probable that arrangements will be made for giving them:

131, 132, or 133. GRAMMAR, RHETORIC, COMPOSITION.

IV. HISTORY

158. HISTORY METHODS.—*Dr. Converse.*

This course will consider methods of teaching American History and Civics in the public schools. Sources of material and reference to the best

literature on the pedagogy of history will be given, and the preparation of lesson plans will be studied. The work will be made practical throughout, and will be illustrated by lessons. Text-Books: Wayland's *How to Teach American History*; Adams and Trent's *History of the United States*.

ADDITIONAL COURSES:

If a sufficient number apply for the following courses, it is altogether probable that arrangements will be made to give them:

131, or 132. ANCIENT, OR MODERN HISTORY.

133. ENGLISH HISTORY.

V. HOUSEHOLD ARTS

147. ELEMENTARY COOKING.—(*Double Period.*)

This will be an elementary course in cooking, including the study of foods as to their general composition and nutritive value, the effect of heat upon foods and their preparation, cooking processes, food preservation, the management of utensils and stoves, and the planning, preparation and serving of meals. Fee for materials, 50 cents.

ADDITIONAL COURSES:

If a sufficient number apply for the following courses, it is altogether probable that arrangements will be made to give them:

141, or 142. SEWING.

148. COOKING.

VI. MANUAL ARTS

121. WRITING.—*Professor Overbey.*

This course is intended to develop a plain, rapid, and easily executed handwriting. As much practice will be given as the time will allow. A part of the time will be devoted to the discussion of methods in penmanship and the problems that arise in the teaching of this subject in the elementary school. The Locker system is used, and special certificates are given to those attaining proficiency.

135. DRAWING FOR PRIMARY GRADES.

The work of this course will include elementary drawing in pencil, charcoal, colored crayons, etc., suitable for use in the first four grades of public schools. No previous training in drawing is required for admission to this course.

141. HANDWORK FOR PRIMARY GRADES.

The work of this course will include handwork suitable for the first four years of the elementary school, such as basketry and raffia work, paper and card board work, weaving, and simple wood work. Fee for materials, 50 cents.

VII. MATHEMATICS

157. ADVANCED ARITHMETIC.—*Dr. Converse.*

This course is intended for those who have a fairly good knowledge of arithmetic, and will deal with the more advanced sections of the subject. A very rapid review will be made of the elementary sections, and most of the time put upon the more difficult parts. Text-Book: Smith's *Modern Advanced Arithmetic*.

158. ARITHMETIC METHODS.—*Dr. Converse.*

This course seeks to give the teacher the essentials of method in the presentation of number work in the different grades. A good foundation in subject matter, such as course 157, will be required for admission. A knowledge of elementary algebra is also very desirable. Text-Book: Brown and Coffman's *How to Teach Arithmetic*, with references to various text-books used in the schools.

ADDITIONAL COURSES

If a sufficient number apply for the following courses, it is altogether probable that arrangements will be made for giving them:

131, 132, or 133. ALGEBRA.

134, 135, or 136. PLANE GEOMETRY.

VIII. SCHOOL MUSIC

155. METHODS IN SCHOOL MUSIC.—*Miss Shaeffer.*

This course makes a study of the methods of teaching music in the graded and rural schools. Various courses of study are examined, selecting the best methods from each. The child's singing and speaking voice is studied especially, ways are considered for making school singing universal and enthusiastic, and for raising the musical standard in the community. A large part of the time is given to the selection of material; especially the primary song and its interpretation. (Given August 13 to 30, inclusive.)

157. METHODS IN SCHOOL MUSIC.—*Miss Shaeffer.*

This course is similar to 155, but will consider more particularly songs suitable for the grammar grades. (Given August 13 to 30, inclusive).

IX. NATURAL SCIENCE

If a sufficient number apply for the following courses, it is altogether probable that arrangements will be made for giving them:

134. PHYSICS.

144. CHEMISTRY.

X. PHYSICAL EDUCATION

161. GAMES.—*Miss Round.*

This class will study in a practical way various indoor and outdoor games suitable for children of different ages. The subject of directed play, school play-grounds, etc., will be considered in such a way that the teacher may gain many valuable ideas for use in her work. (Given July 23 to August 10, inclusive).

162. GAMES.—*Miss Round.*

This course is similar to course 161, but will give more attention to games suitable for older children in the grammar grades and high school. (Given July 23 to August 10, inclusive).

163. FOLK GAMES.—*Miss Round.*

This course will include simple ring dances such as are adaptable for use with children, and will be of racial and national significance, as well as of interest from the social and recreative standpoint. (Given July 23 to August 10, inclusive).

SPECIAL COURSE FOR CANNING CLUB GIRLS

A special course consisting of class work, lectures, demonstrations, and conferences will be arranged during the Second Term for the members of the Canning Clubs. This will be in charge of Miss Ella G. Agnew, the Agent for Home Demonstration Work, who will be assisted by a number of instructors. Other specialists will also be in attendance to present certain phases of the work. The equipment of the school is especially well adapted to work of this character, and excellent provision will be made for it.

SCHEDULE OF CLASSES

SECOND TERM— JULY 23 TO AUGUST 30

Period	Time	Class
I	8:00	Educ. 145, Prim. Lang. Meths., Miss Seeger. Engl. 157, Lang. Meths., Mr. Johnston.
II	8:45	Engl. 141 Rhetoric, Mr. Johnston. Math. 157, Adv. Arith., Dr. Converse. Music 155, Mus. Meths., Primary, Miss Shaeffer. Phys. Educ. 161, Games, Primary, Miss Round.
	9:30	<i>General Assembly, Daily.</i>
III	10:05	Educ. 146, Reading Meths., Miss Seeger. Math. 158, Arith. Methods, Dr. Converse. Music 157, Mus. Meths., Adv., Miss Shaeffer. Phys. Educ. 162, Games, Adv., Miss Round.
IV	10:50	Educ. 143, Princs. Elem. Educ., Miss Seeger. Hous. Arts 147, Cooking.
V	11:35	Educ. 154, Prim. Arith. Meths., Miss Seeger. English 142, English Lit., Mr. Johnston. Hous. Arts 147, Cooking. Hist. 158, Hist. Meths., Dr. Converse.
	12:15	<i>Dinner Recess.</i>
VI	1:15	Man. Arts 135, Prim. Drawing.
VII	2:00	Man. Arts 121, Writing, Mr. Overbey.
VIII	2:45	Man. Arts 141, Prim. Handwork.
IX	3:30	Phys. Educ. 163, Folk Games, Miss Round.

NOTE.—The Schedule for the Second Term, is subject to change to suit the requirements of the students in attendance, which will be determined on the first day of the term. It is practically certain that all cases of classes conflicting can be arranged so that desired classes may be taken in every instance.

TRAINS TO HARRISONBURG

The schedule time of the trains arriving at Harrisonburg is given here. By referring to a time table to be obtained from the railroad agent at your nearest railroad station, and finding on it one of the points mentioned below and the time as here given, you can easily determine which train to take in order to make the proper connections.

SOUTHERN RAILWAY:

(Connecting at Alexandria with R. F. & P.; at Strasburg Junction with B. & O.)

Lv. Alexandria	Manassas	Strasburg Jct.	Ar. Harrisonb'g
8:47 a. m.	9:30 a. m.	12:32 p. m.	2:30 p. m.
4:12 p. m.	5:12 p. m.	8:09 p. m.	10:10 p. m.
		7:30 a. m.	9:30 a. m.

BALTIMORE & OHIO RAILWAY:

(Connecting at Lexington and Staunton with C. & O.)

Lv. Lexington	Lv. Staunton	Ar. Harrisonb'g
8:00 a. m.	9:42 a. m.	10:42 a. m.
12:00 m.	1:42 p. m.	2:45 p. m.
1:18 p. m.	4:55 p. m.	7:10 p. m.
Lv. Winchester		Ar. Harrisonb'g
12:09 p. m.		2:55 p. m.

AUTOMOBILE SERVICE.

Automobile service for the transportation of passengers is also provided between Staunton and Harrisonburg, and between Elkton and Harrisonburg. Information may be obtained from the agents of the company or at the hotels in Staunton and Elkton.

CHESAPEAKE WESTERN RAILWAY:

(Connecting at Elkton with the N. & W.)

Lv. Elkton	Ar. Normal
7:00 a. m.	8:20 a. m.
12:07 noon	1:03 p. m.
4:35 p. m.	5:34 p. m.

Students are advised to consult their nearest railroad agent for verification of the time of trains.

DIRECTIONS TO STUDENTS

1. Please read carefully this catalogue.
2. If you have not reserved a boarding place either in the dormitories or somewhere in town (unless you will live at home), do so *at once*.
3. The terms begin Monday, June 11th and July 23rd. Students should reach here not later than Tuesday night, except by special arrangement.
4. All trains arriving on June 11th and July 23rd, will be met at the depot by representatives of the school, and on other days by request.
5. Do not give your railroad baggage-check to anyone on the train or at the depot, but bring it *to the school office* as soon as you reach Harrisonburg. This is important and will save you both money and trouble.
6. The rooms in the dormitories and boarding places in the town are completely furnished, but students may add anything they like in order to make their rooms more attractive. Table napkins should be brought for use in the dining-room.
7. Fill out the Preliminary Application Blank, tear it out, and mail it to the Director of the Summer Session at once.

PRELIMINARY APPLICATION

SUMMER, 1917

Date.....1917.

Name

Post-office

Courses (or classes) you expect to take.....

.....

.....

.....

.....

For what certificate?.....

Where do you wish to room?.....

Room with whom (if any preference as to room-mates)?.....

First, or Second, or Both Terms?.....

THE MCCLURE CO. INC., PRINTERS, STAUNTON, VA.



MAP OF VIRGINIA

Showing Railroad Connections to Harrisonburg—
Southern, B. & O. and C.-W. Railroads direct,
N. & W. via Elkton, and C. & O. via Staunton or
Lexington.

(Circles are fifty miles apart, showing distance
of any part of the State from Harrisonburg.)

